

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

CHARTER

MANUFACTURED HOUSING CONSENSUS COMMITTEE

I. Official Designation

This Charter is filed for the Manufactured Housing Consensus Committee (hereinafter the "Committee"), for the U.S. Department of Housing and Urban Development ("HUD") in accordance with the Federal Advisory Committee Act, 5 U.S.C. App 2, as amended, and the implementing regulations of the General Services Administration at 41 CFR part 102-3.

II. Scope and Objectives

The objectives of the Committee are to provide periodic recommendations to the Secretary on the adoption, revision, and interpretation of the Federal Manufactured Housing Construction and Safety Standards and the Procedural and Enforcement Regulations under the Act. The Committee developed recommendations for revisions to the manufactured housing construction and safety standards, the model manufactured home installation standards, and the manufactured home installation program.

III. Authority and Duration

The Committee is mandated by and established under the authority of Section 604(a) of the National Manufactured Housing Construction and Safety Standards Act of 1974 (hereinafter the "Act"), 42 U.S.C. 5401 *et seq.* The Committee is a nondiscretionary committee and has an indefinite term of duration. As required by Section 14(b)(2) of the Federal Advisory Committee Act (FACA), a charter for the Committee will be filed upon the expiration of each 2-year period following December 27, 2000. This renewal Charter is filed in accordance with 41 CFR § 102-3.70 on the date of its signature.

IV. Duties and Responsibilities

The Committee's continuing duties and responsibilities will be to:

(1) Consider the factors set forth in Section 604(e) of the Act as it develops recommendations on construction and safety standards, procedural and enforcement regulations, and installation standards; and

(2) Provide periodic recommendations to the Secretary on federal manufactured housing construction and safety standards and procedural and enforcement regulations.

V. Designated Federal Officer

The Administrator of HUD's Manufactured Housing Program, or other person designated by the Secretary or the Assistant Secretary for Housing – Federal Housing Commissioner, will serve as the designated federal officer (DFO). In addition to the functions of the DFO set forth in 41 CFR Section 102-3.120, the Committee will report to the DFO.

VI. Support to Committee

The U.S. Department of Housing and Urban Development will provide staff and technical support to the Committee, either directly or through the administering organization (AO) with which HUD has contracted.

VII. Membership and Membership Selection

The Committee shall consist of 22 members, including 21 voting members with knowledge of and experience in the areas of manufactured housing production, sale, and ownership, and one nonvoting member who will be appointed by the Secretary. These Committee members shall be comprised of representatives of three interest categories, with seven members each representing the following groups: producers or retailers of manufactured housing, users of manufactured housing, and general interest and public officials.

All users and three of the seven general interest representatives shall have no significant financial interest in any segment of the manufactured housing industry or a significant relationship with any person in the industry, and will be subject to a ban disallowing compensation from the industry during the period of and during the one year following their participation on the Committee.

VIII. Officers

The Committee will have no more than two chairpersons. The Secretary or the Assistant Secretary for Housing – Federal Housing Commissioner, or a designee, will select the chairperson or co-chairpersons. The chairperson is responsible for:

(1) Establishing the informal organization of the Committee and appointing other Committee officers and subcommittee chairpersons so that all segments of the Committee are reasonably represented;

(2) Developing, with the advice and consent of the Committee, revisions of the bylaws or other procedures for the effective and efficient operation of the Committee, consistent with FACA;

(3) Working with the AO to ensure compliance with American National Standards Institute procedures and to ensure that procedures for public participation in Committee meetings are established in accordance with FACA; and

(4) Chairing meetings, as designated by the Secretary.

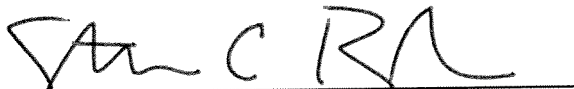
IX. Meetings

Meetings of the Committee shall be held as necessary, as called by the DFO, or as approved by the DFO at the call of the Committee chairperson or co-chairpersons, as applicable. Meetings shall be coordinated through the AO. Meetings will be open to the public, and timely notice of each meeting shall be published in the Federal Register. Records of the proceedings shall be maintained in accordance with the FACA and its implementing regulations at 41 CFR part 102-3.

HUD will not compensate Committee members for their service. Committee members who attend meetings will be reimbursed for their actual travel and per diem expenses as authorized by 5 U.S.C. 5703 for persons employed intermittently in federal government service.

X. Estimated Annual Cost

HUD estimates that the annual cost to operate the Committee will be approximately \$280,500. This includes travel, compensation, transcripts, and miscellaneous meeting expenses, but excludes the Department's staff support cost, which is estimated to be 0.25 staff years.



Steven C. Preston
Secretary

AUG 26 2008

Date